



# MEMORANDUM

CITY OF WATERTOWN, NEW YORK  
OFFICE OF PLANNING AND COMMUNITY DEVELOPMENT  
245 WASHINGTON STREET, ROOM 304, WATERTOWN, NY 13601  
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TO: Planning Board Members

FROM: Michael A. Lumbis, Planning and Community Development Director

SUBJECT: Waiver of Site Plan Approval – 834 Arsenal Street

DATE: April 28, 2016

**Request:** Waiver of site plan approval for the construction of an approximately 288 square-foot greenhouse and an approximately 1,820 square-foot parking lot expansion located at 834 Arsenal Street, Parcel Number 8-02-107.000

**Applicant:** Tracy Granger

**Proposed Use:** Plant nursery and parking.

**Property Owner(s):** Shawn W. Granger and Tracy Granger

## Submitted:

Property Survey: No	Preliminary Architectural Drawings: No
Site Plan: Yes	Preliminary Site Engineering Plans: No
Vehicle and Pedestrian Circulation Plan: No	Construction Time Schedule: No
Landscaping and Grading Plan: No	Description of Uses, Hours & Traffic Volume: No.

SEQRA: Type II Action

County Review: No

## Zoning Information:

District: Commercial	Maximum Lot Coverage: N/A
Setback Requirements: F: 20', S: 5', R: 25'	Buffer Zones Required: Yes

**Project Overview:** The applicant proposes to construct an approximately 288 square-foot greenhouse and an approximately 1,820 square-foot parking lot expansion at 834 Arsenal Street.

The applicant has already applied for and obtained a building permit for one (1) approximately 288 square-foot greenhouse. The amount of new building area coverage created by the proposed second greenhouse, and the amount of parking area coverage that the applicant proposes to pave, necessitates a Waiver of Site Plan Approval.

**Parking and Vehicle/Pedestrian Circulation:** Vehicular access to the site would continue to be via the driveway connecting to and from Arsenal Street.

City Assessment records indicate that the existing building contains a total of 2,572 square feet of floor area. The Zoning Ordinance requires five parking spaces for every 1,000 square feet of floor area in Commercial Districts. Thus, this site requires 13 parking spaces, including one accessible space that must be labeled, and must have an adjacent access aisle at least eight feet in width in accordance with New York State Building Code. The applicant should be prepared to prove to the Planning Board that she is able to meet this requirement.

The applicant should also stripe all parking spaces on the site, existing and proposed. The applicant should also paint hatches in the required eight-foot access aisle adjacent to the accessible parking space.

There appears to be approximately 100 feet linear of pavement available for striping in the section of the existing parking lot where cars park now, which is to the immediate east of the drive aisle. This equates to nine parking spaces plus the access aisle for the one accessible space. With nine existing parking spaces, the applicant will need to provide four additional spaces to meet the amount that the Zoning Ordinance requires. The applicant proposes to pave a parking lot expansion behind the existing building. Vehicles would access this proposed expansion by driving over an area of crushed stone.

It appears that the applicant is also currently using the southeastern-most area of the existing parking lot for storage. The above calculations include this area as part of the 100 linear feet available for striping. If the applicant wishes to continue using this area for storage and remain conformant to the Zoning Ordinance, she must provide one additional parking space in the proposed expansion (above and beyond the four spaces mentioned above) for every 200 square feet that she uses for storage in this area in the front.

**Setbacks:** The proposal meets all setback requirements of the Commercial District.

**Landscaping and Buffers:** The Zoning Ordinance requires a 5'-15' landscaped buffer wherever any land use in a nonresidential district abuts land in any residential district. The rear of the applicant's parcel abuts a Residence B District. There are existing trees at the rear of the parcel, as well as over 200 feet of existing lawn, that satisfy this requirement.

**Utilities and Hydrology:** The applicant shall perform all grading work such that all drainage remains on the site and does not affect adjacent properties. This is of particular concern as the site slopes slightly to the east. The applicant shall have her contractor submit a Grading Plan to the City Engineering Department prior to paving any new blacktop.

**Lighting:** There appear to be two mounted wall packs on the side of the existing building that light the existing parking lot. If the applicant proposes to have hours of operation after dark (i.e. later than 5 pm in winter months), then she must indicate how she intends to light the proposed parking lot expansion.

**Permits:** The applicant must obtain a building permit prior to constructing the second greenhouse.

**Miscellaneous:** The applicant shall indicate the proposed hours of operation as well as identify areas proposed for snow storage.

### **Summary:**

1. The applicant shall provide striping for all parking areas, existing and proposed. This includes hatching in the eight-foot access aisle for the required accessible space.
2. The applicant shall perform all grading such that drainage is not directed onto adjoining parcels. For verification, the applicant's contractor shall submit a grading plan to the City Engineering Department prior to paving any new blacktop.

3. The applicant shall indicate the proposed hours of operation.
4. The applicant shall provide lighting for the proposed parking lot expansion if there are any proposed hours of operation after sunset.
5. The applicant shall identify areas proposed for snow storage.
6. The applicant must obtain a Building Permit prior to constructing the second greenhouse.

cc: Brian Drake, Civil Engineer II  
Tracy Granger, Granger Nursery & Gifts, 834 Arsenal Street, Watertown, NY 13601